



SECRETARY OF THE ARMY
WASHINGTON

25 AUG 2016

MEMORANDUM FOR DEPUTY CHIEF OF STAFF, G-1

SUBJECT: Delegation of Authority for Department of Defense Executive Agent Responsibility for the Military Postal Service and Official Mail Program

1. References:

- a. Department of Defense (DoD) Directive 5101.1 (DoD Executive Agent), September 3, 2002, Incorporating Change 1, May 9, 2003, and Certified Current as of November 21, 2003.
- b. DoD Directive 5101.11E (DOD Executive Agent for the Military Postal Service (MPS) and Official Mail Program (OMP)), June 2, 2011.
- c. Department of the Army General Order 1980-06 (Military Postal Service), 30 May 1980.
- d. Army Directive 2016-11 (Department of Defense Executive Agent Responsibilities Assigned to the Secretary of the Army), 16 March 2016.

2. Pursuant to paragraph 4.3 of reference 1a, I delegate to you the authority to act on my behalf for the DoD Executive Agent responsibilities, functions, and authorities assigned to me in paragraphs 4a–d of reference 1b. In accordance with section 1 of reference 1c and paragraph 4e of enclosure 2 of reference 1b, The Adjutant General serves as the Executive Director, Military Postal Service Agency and executes the responsibilities specified in paragraphs 4e(1)-(2) of enclosure 2 of reference 1b.

3. Unless expressly prohibited by law, directive, regulation, or policy, you may further delegate your authority to act on my behalf as the DoD Executive Agent for the Military Postal Service and Official Mail Program to a general officer or member of the Senior Executive Service. Should you choose to do so, you may restrict or condition that delegation. Any further delegation of authority will not be effective unless it is in writing; determined to be legally sufficient upon review by the Office of The Judge Advocate General in coordination with the Office of the Army General Counsel; signed by you; and provided for archiving to the Office of the Administrative Assistant to the Secretary of the Army, my focal point for DoD Executive Agent matters. Notwithstanding any further delegation, I will hold you responsible for any and all actions taken pursuant to this delegation of authority.

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4. Although not a limitation of your authority to act on my behalf as the DoD Executive Agent, in those cases where a proposed decision represents a change in precedent or policy; is of significant White House, congressional, DoD, or public interest; or has been, or should be, of interest or concern to me for any reason, you will coordinate and brief me before the decision unless the exigencies of the situation prevent a briefing.

5. This delegation is effective immediately. The Office of the Administrative Assistant will initiate a review of the delegation with your office every 3 years from the date of this memorandum to ensure that the delegation is current.


Eric K. Fanning

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